



17555 PEAK AVENUE MORGAN HILL, CALIFORNIA 95037

Morgan Hill Library
660 West Main Avenue
Morgan Hill, California

Chairperson:	Amy Whelan
Vice Chair:	Vacant
Commission Member:	Jonathan Brusco
Commission Member:	Murv Little
Commission Member:	Pamala Meador
Commission Member:	Susan Brazelton
Commission Member:	Tim Hennessey

LIBRARY, CULTURE AND ARTS COMMISSION REGULAR MEETING

September 13, 2011

7:00 P.M.

AGENDA

CALL TO ORDER

OATH OF OFFICE

City Clerk, Irma Torres to administer the oath of office to the new LCAC Commissioners
Susan Brazelton
Tim Hennessey

ROLL CALL ATTENDANCE

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PLEDGE OF ALLEGIANCE

OPPORTUNITY FOR PUBLIC COMMENT

PUBLIC COMMENT

Members of the public are entitled to address the Library, Culture, & Arts Commission concerning any item within the Commission's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the Library, Culture & Arts Commission is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

ADOPTION OF AGENDA

LIBRARY REPORTS

- | | |
|---|----------------------------|
| A. COUNTY LIBRARY REPORT
Legislation, Funding & Budgeting, JPA | County Librarian |
| B. MORGAN HILL LIBRARY REPORT
User Statistics-Staffing-Programs-Upcoming Events | Community Librarian |
| C. FRIENDS OF THE LIBRARY REPORT | President |

WORKPLAN UPDATES

- | | |
|----------------------------|--------------------------|
| City Liaison | All Commissioners |
| Permanent Public Art | Brusco, Meador, Whelan |
| Art and Culture Events | Little, Meador, Whelan |
| Library Outreach & Support | Brusco, Meador, Whelan |
| Cultural Heritage | Whelan |
| | Brusco |

CONSENT CALENDAR

- 1. APPROVAL OF MEETING MINUTES FOR July 12, 2011.**

BUSINESS

- 2. VICE CHAIR POSITION**
Recommended Action: Select a vice chair from Commissioners Brusco, Little, and Meador.
- 3. WORKPLAN UPDATE**
Recommended Action: Add new LCAC commissioners to projects.
- 4. PEACE POLE PROJECT**
Recommended Action: Review and discuss LCAC recommendation before submitting it to Council for approval.

ANNOUNCEMENTS

FUTURE COMMISSION INITIATED AGENDA ITEMS:

Note: in accordance with Government Code Section 54954.2(a), there shall be no discussion, debate and/or action taken on any request other than providing direction to staff to place the matter of business on a future agenda.

ADJOURNMENT to the next monthly meeting at 7:00 p.m. on November 8, 2011, Morgan Hill Library, 660 West Main Avenue, Morgan Hill.

NOTICE

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act that are distributed to a majority of the legislative body less than 72 hours prior to an open session, will be made available for public inspection at the Office of the City Clerk at Morgan Hill City Hall located at 17555 Peak Avenue, Morgan Hill, CA, 95037 at the same time that the public records are distributed or made available to the legislative body. (Pursuant to Government Code 54957.5)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA

Following the opening of the Meeting, the public may present comments on items *NOT* appearing on the agenda that are within the Commission's jurisdiction. Should your comments require Commission action, your request will be placed on the next appropriate agenda. No discussion or action may be taken until your item appears on a future agenda. You may contact the Clerk for specific time and dates. This procedure is in compliance with the California Public Meeting Law (Brown Act) G.C. 54950.5. Please limit your presentation to three (3) minutes.

PUBLIC COMMENTS ON ITEMS APPEARING ON AGENDA

The Library, Culture & Arts Commission welcomes comments from all individuals on any agenda item being considered by the Commission. Please complete a Speaker Card and present it to the Clerk. This will assist the Members in hearing your comments at the appropriate time. Speaker cards are available from staff. In accordance with Government Code 54953.3 it is not a requirement to fill out a speaker card in order to speak to the Commission. However, it is very helpful to the Commission if speaker cards are submitted. As your name is called, please walk to the podium and speak directly into the microphone. Clearly state your name and address and then proceed to comment on the agenda item. In the interest of brevity and timeliness and to ensure the participation of all those desiring an opportunity to speak, comments presented to the Commission are limited to three minutes. We appreciate your cooperation.

NOTICE

AMERICANS WITH DISABILITIES ACT (ADA)

The City of Morgan Hill complies with the Americans with Disability Act (ADA) and will provide reasonable accommodation to individuals with disabilities to ensure equal access to all facilities, programs and services offered by the City. If you need special assistance to access the meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the Office of the City Clerk at City Hall, 17555 Peak Avenue or call 779-7259 or (Hearing Impaired only - TDD 776-7381) to request accommodation. Please make your request at least 48 hours prior to the meeting to enable staff to implement reasonable arrangements to assure accessibility to the meeting.

If assistance is needed regarding any item appearing on the agenda, please contact the Office of the City Clerk at City Hall, 17555 Peak Avenue or call 779-7259 or (Hearing Impaired only - TDD 776-7381) to request accommodation.

NOTICE

Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the Commission at, or prior to the Public Hearing on these matters.

NOTICE

The time within which judicial review must be sought of the action by the Commission which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

Morgan Hill Library, Culture & Arts Commission

September 13, 2011

Peggy Tomasso, Community Librarian

Statistics	August 2011	August 2010
Circulation	55,768	55,743
Volunteer Hours	372.5	383.0
Programs	33/	37/
# of programs/ # of participants	1188	1095

► 941 Children, 194 Teens, and 77 adults took part in the Summer Reading Program this year. Family Summer Reading Program had 55 families. This has been our biggest year ever.

► Library staff and the Friends will staff a booth at the Taste of Morgan Hill on September 24 & 25

► The Friends received new book donations from the San Jose Mercury News. The library got first dibs on the books and added over 100 titles of fiction, nonfiction and bestsellers to the library's collection.

► Teens will create street art with Scape Martinez and help design a large mural for the teen study area. Two workshops are scheduled on September 23 from 4-6 and September 24 from 10-12

► The Family Summer Reading Program Pilot targeting new parents had 55 families sign up with 10 turning in their log for the book prize at the end. This program attracted 5 new families to the library, had 25 first time Summer Reading Club participants, and 51 of the participants were 4 years old or younger. The 7 informational and fun programs targeting new parents were attended by 124 people. The programs included a very popular Little Gym Music and Movement class, make your own baby food, and a class on how to get organized.

September/October Program Highlights:

Children: 9/14 & 10/12 Reading Buddies, 9/24 Family Movie Matinee: Gnomeo & Juliet, & weekly baby, toddler, preschool and bilingual story times.

Teen: 9/23 & 9/24: Create street art with Scape Martinez and help design mural for teen group study area, Teen Movie Matinee: 9/27 Soul Surfer & 10/18 Prom, 10/4: Paying for college 101 workshop, 10/25: Halloween Candy Making.

Adult: Great Decisions Foreign Policy Discussion: 9/29 Nonproliferation & 10/20 The Caucasus, Book Discussion: 9/29 Right Ho, Jeeves by P.G. Wodehouse & 10/27 Snow Flower and the Secret Fan by Lisa See, 10/27: Local author, Martin Cheek, will speak about his new book, Clean Energy Nation.



Agenda Item #1

Submitted for approval: September 13, 2011

17555 PEAK AVENUE MORGAN HILL, CALIFORNIA 95037

Morgan Hill Library
660 West Main Avenue
Morgan Hill, California

Chairperson:	Amy Whelan
Vice Chair:	Vacant
Commission Member:	Jonathan Brusco
Commission Member:	Murv Little
Commission Member:	Pamala Meador
Commission Member:	Vacant
Commission Member:	Vacant

LIBRARY, CULTURE AND ARTS COMMISSION **REGULAR MEETING**

MINUTES - July 12, 2011

CALL TO ORDER

Meeting called to order by Chair Whelan at 7:05 p.m.

ROLL CALL ATTENDANCE

All commissioners present.

DECLARATION OF POSTING OF AGENDA

Posted Per Government Code 54954.2

OPPORTUNITY FOR PUBLIC COMMENT

No public comment given.

ADOPTION OF AGENDA

Commissioner Meador motioned with Commissioner Little seconding the motion. Motion carried.

LIBRARY REPORTS

A. COUNTY LIBRARY REPORT
Written and verbal report delivered.

County Librarian

B. MORGAN HILL LIBRARY REPORT
Written and verbal report delivered.

Community Librarian

C. FRIENDS OF THE LIBRARY REPORT
Written and verbal report delivered.

President

WORKPLAN UPDATES

City Liaison – No action item. Letter to relevant LCAC connections will be distributed once new members are sworn in.

Permanent Public Art – No action item.

Art & Culture Events – No action item.

Library Outreach & Support – No action item.

Cultural Heritage – No action item.

CONSENT CALENDAR

1. APPROVAL OF MEETING MINUTES FOR MARCH 8, 2011.
2. APPROVAL OF MEETING MINUTES FOR MARCH 29, 2011.
3. APPROVAL OF MEETING MINUTES FOR APRIL 2, 2011.
4. APPROVAL OF MEETING MINUTES FOR APRIL 12, 2011.
5. APPROVAL OF MEETING MINUTES FOR APRIL 17, 2011.

Commissioner Brusco motioned, Commissioner Little seconded to accept meeting minutes listed above.

BUSINESS

2. **PEACE POLE PROJECT**
Commissioners voted and approved Janet Leach's Peace Pole presentation. Ms. Leach will follow next steps with City.
3. **LCAC / SISTER CITIES EVENT**
Subcommittee updated attendees on progress of event planning. Concert is scheduled for September 4, 2011, at the Morgan Hill Community and Cultural Center.
4. **REVIEW FY 2011/2012 WORK PLAN**
Action item: Commissioner Whelan will make minor corrections before plan is submitted for City Council approval. City Council review and approval is scheduled for July 27, 2011; Commissioner Meador will attend City Council meeting on behalf of LCAC.

ANNOUNCEMENTS

No announcements made.

FUTURE COMMISSION INITIATED AGENDA ITEMS:

Note: in accordance with Government Code Section 54954.2(a), there shall be no discussion, debate and/or action taken on any request other than providing direction to staff to place the matter of business on a future agenda.

ADJOURNMENT to the next monthly meeting at 7:00 p.m. on September 13, 2011, Morgan Hill Library, 660 West Main Avenue, Morgan Hill. Motion to adjourn and seconded.

MINUTES RECORDED AND PREPARED BY:

LCAC Commissioner Amy Whelan

FY 2011-12 Work plan

Committee / Commission: LIBRARY, CULTURE AND ARTS COMMISSION

Overall Mission: To assist the City Council in accomplishing its goals by fostering an environment conducive to and supportive of the arts, culture, and life-long learning in Morgan Hill, working with existing community groups to promote resources, and facilitate partnerships.

Project (Commissioner Responsible)	City Council Goal Supported	Start Date	Complete Date	Staff Resources Required	Desired Outcome
Liaison with City Departments and Other Commissions (Brusco/Meador/Whelan)	Community Engagement & Diversity	07/01/11 07/01/11 07/01/11 07/01/11	9/30/11 04/30/12 04/30/12 04/30/12	Recreation Supervisor (minimal)	(1) Draft and send letter to appropriate City Staff to introduce new LCAC members and provide overview of LCAC's role. (Whelan) (2) Track and report other City group's agendas for LCAC related items. (Brusco) (3) Work to include LCAC in City budget process as it pertains to city art and cultural projects. (4) Monitor downtown activities, groups, and projects; offer support when needed. (Meador)
Permanent Public Art (Little/Meador/Whelan)	Community Engagement & Diversity	07/01/11 07/01/11 11/01/11 07/01/11	12/31/11 04/30/12 1/31/12 04/30/12	Recreation Supervisor (minimal)	(1) Publish art catalogue on City's website to better promote the collection and create a "virtual tour." (Meador) (2) Respond to immediate maintenance needs, particularly if art is damaged and harmful. (3) Conduct permanent art inventory. (Whelan) (4) Monitor and support the Peace Pole project as necessary. (Little)

Item 3

Committee / Commission: LIBRARY, CULTURE AND ARTS COMMISSION

Overall Mission: To assist the City Council in accomplishing its goals by fostering an environment conducive to and supportive of the arts, culture, and life-long learning in Morgan Hill, working with existing community groups to promote resources, and facilitate partnerships.

Project (Commissioner Responsible)	City Council Goal Supported	Start Date	Complete Date	Staff Resources Required	Desired Outcome
Art and Culture Events (Brusco/Meador/Whelan)	Community Engagement & Diversity; Youth	01/01/12 07/01/11 07/01/11	05/31/12 09/30/11 04/30/12	Recreation Supervisor (minimal)	(1) Organize LCAC booth for 2012 Art a la Carte. (Whelan) (2) Co-organize and produce multicultural event with Sister Cities, scheduled for September 4, 2011, titled "Breaking the Sound Barrier." (3) Investigate an additional opportunity or partnership for expanding performing arts in Morgan Hill.
Library Outreach and Support (Little/Whelan)	Community Engagement & Diversity; Youth	07/01/10	11/30/11	Recreation Supervisor (minimal)	(1) Promote library's services and features to the general public, particularly supporting the effort to get library cards for children, students, and new community members.
Cultural Heritage, Morgan Hill Culture (Brusco)	Community Engagement & Diversity; Youth	07/01/11	04/30/12	Recreation Supervisor (minimal)	(1) Support the City Council and other community efforts to enhance the appreciation of community diversity.

Staff Resources Required:

0-50 hours: **Minimal**
51-100 hours: **Moderate**
100+ hours: **Significant**



Item 4
LIBRARY, CULTURE AND ARTS COMMISSION
17555 PEAK AVENUE
MORGAN HILL, CA
95037
GENERAL: 408-782-0008
FAX: 408-779-5450
WWW.MORGAN-HILL.CA.GOV

September 13, 2011

Morgan Hill City Council
17555 Peak Avenue
Morgan Hill, CA 95037

Dear Mayor Tate and Morgan Hill Council Members:

The Library, Culture, and Arts Commission (LCAC) would like to recommend to the Morgan Hill City Council that it move forward with review and approval of the Morgan Hill Peace Pole Project, as proposed by Janet Librers-Leach (See Attached Proposal). The proposal thoroughly explains several components, including its purpose, design, costs, suggested locations, and benefits to the community.

The Peace Pole Project would not require any City generated or pre-allocated funds for construction or maintenance. Funds for the construction of the Peace Pole will stem solely from community members' donations. Once the project is completed, maintenance costs to cover damage, such as graffiti, or general wear and tear from weathering, would be managed by the El Toro Culture and Arts Committee, a subdivision of the Morgan Hill Community Foundation.

All efforts will be made to secure a local artist. The selected artist will be required to clearly delineate the technical requirements of maintaining the materials used to create the Peace Pole. The materials selected to create the Peace Pole will likely be low-maintenance and designed to withstand outdoor exposure over a long period of time. If the Peace Pole is located on City grounds, such as the area surrounding City Hall and the Morgan Hill Library, we ask that the normal grounds maintenance process to eliminate unwanted material, such as weeds or general debris, is also applied to the small area designated for the Peace Pole.

The Library, Culture and Art Commission's policies and procedures, specifically "City's Permanent Art Collection" (attached), provides a guideline as we work our way through the process. We are always available to discuss our recommendations, any proposals, or process considerations that emerge as the projects move forward.

Thank you,

Amy Whelan
Library, Culture, and Arts Commission

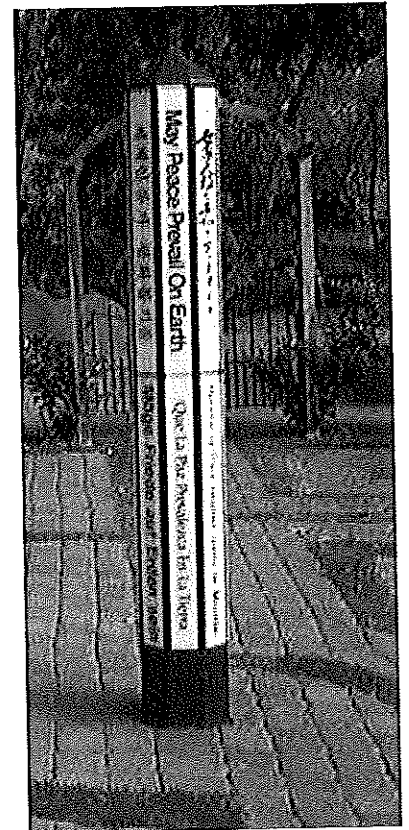
Attachments: #1 Peace Pole Proposal
#2 LCAC Policies and Procedures: City's Permanent Art Collection
#3 Guidelines for Maintaining Public Art

Proposal for the
Morgan Hill Peace Pole Project
Presented to the Morgan Hill Library, Culture & Arts Commission
By Janet Librers-Leach May 10, 2011

What is a Peace Pole

A peace pole is a hand-crafted or manufactured pole, ranging from 7-14 feet tall, that has the peace message "May Peace Prevail on Earth" inscribed in various languages on its sides. As a public object the pole stands as a permanent symbol of the message that it conveys, reflecting and informing the hopes and feelings of those who see it. A Peace Pole is an **internationally-recognized symbol of the hopes and dreams of humanity for peace on earth**. The peace pole movement was started in Japan by the World Peace Prayer Society in 1955, with the objective of **dedicating monuments of peace rather than conflict**. There are now estimated to be as many as 250,000 poles in nearly every country of the world. (Right, example of a peace pole)

Peace poles are usually placed in outdoor locations and warrant their presence in gardens and parks. Poles are "planted" in the ground, often cemented in place to provide permanence and stability. Traditionally peace poles are square, hexagonal or octagonal, each side roughly 3.5 inches wide allowing the peace message to be inscribed- up to two per side. Peace poles should be long lasting and can be constructed out of wood, copper, limestone, stainless steel, resin, or other materials that exude substance and endurance. They can be interesting and aesthetic. Peace Poles may be purchased or hand-crafted locally, displaying the **languages that are meaningful to a local community and reflecting its diversity**.



There are Peace Poles on the Allenby Bridge between Israel and Jordan; at the North Magnetic Pole; at the Hiroshima Peace Memorial; at the Peace Park where 84 Peace Poles commemorate

the Winter Olympics in Salt Lake City, Utah; at the War Museum in Viet Nam; at Robben Island in South Africa, where Nelson Mandela was imprisoned; at the Pyramids at El Giza in Egypt; on the top of Mt. Everest; at the Afghanistan Pakistan border; at the site of the baptism of Jesus at Bethany-Beyond-the-Jordan; and at schools, churches, synagogues, mosques and temples across the United States and around the world.

Purpose

A Peace Pole is an expression of **art and hope**, standing in silent vigil as a whispered desire for peace. The common goals of peace poles are to **promote lasting world peace** and to **support the rejection of violence**. The Morgan Hill Peace Pole will be a monument to be observed yet with a greater potential to engage, invoke, and develop community unity. Beyond an object of observation, the Peace Pole will:

- Create and define a place for personal reflection and community gatherings
- Connect Morgan Hill to a larger global network committed to peaceful unity
- Inspire those who lead and live in Morgan Hill
- Be a thought-provoking attraction for visitors
- Link people of all faiths, backgrounds and nationalities with others worldwide who are striving for a better world
- Become a model for future society with the establishment of the Morgan Hill Peace Pole Committee through the observance of the Peace Charter Pledge (based on the United Nations, Educational, Scientific, and Cultural Organization Manifesto of 2000).
See below, Beyond the Physical Peace Pole.

Design

The proposed Peace Pole is carved from limestone (see example on next page) by an Ohio sculptor but a **locally-crafted option will be pursued**. The solidity of stone creates a legacy of perpetuity. The limestone pole is 7.5 inches in diameter, 10 feet tall, and weighs 600 pounds with seven flat sides. The seven sides represent the seven continents of the world. Each flat side is roughly 3.5 inches wide where the message; "May Peace Prevail On Earth" is engraved in

English and other languages, up to two per side. For the Morgan Hill Peace Pole it will be appropriate to include inscriptions in: English, Spanish, Italian, Japanese, Irish-Gaelic, Vietnamese, Arabic, French, Hebrew, Mandarin (Chinese), Tagalog (Philippine), Hindi (East Indian), Dari (Persian), and Braille. The languages chosen reflect Morgan Hill's sister cities of Japan, Mexico, Italy, and Ireland along with other languages reflecting Morgan Hill's diverse community. No maintenance of this pole is required.

Cost

Estimated costs for the Morgan Hill Peace Pole Project include:

The Limestone Peace Pole	2,500
Shipping of the pole (if not constructed locally).....	500 - 700
Seven additional translations (7 included at no charge).....	700
"Planting" of the pole (supplies).....	12
Total estimated cost of Pole and installation.....	\$3,712- \$3,912



Funding

Funding for the Morgan Hill Peace Pole and installation will be acquired from individual donations solicited through public and private events and donation stations. In order to obtain maximum participation from Morgan Hill's greater socio-economically diverse population, **contributions of \$1** will be requested. No individual donation, sponsorship, or recognition will be given to ensure the **egalitarianism** of this project AND to **alleviate entitlements**. In addition, the absence of permanent name plaques and donor recognitions will assure project ownership to the entire community and to all future generations.

Dedication ceremony

The Morgan Hill Peace Pole can be dedicated (or unveiled) in a public ceremony that commemorates a special occasion (such as the UN-designated International Day of Peace) or

during a community event. The thoughts offered at our Peace Pole dedication ceremony will join Morgan Hill to a worldwide network of peace-makers who hope for peace.

Peace lovers of all faiths have been involved in Peace Pole dedications, including the Dalai Lama, Mother Teresa, President Jimmy Carter, Pope John Paul II, Deepak Chopra and John Denver, as well as Mayors, City Council members, pastors, clubs, and Girl Scouts.

Beyond the Physical Peace Pole

A secondary concept surrounding the Morgan Hill Peace Pole Project is the formation of a Morgan Hill Peace Pole Committee. This committee may consist of representatives from faith and community groups, cultural associations, government officials, public servants, corporations, businesses, schools, youth groups, and interested residents- **all with a vision to promote peace in the city of Morgan Hill that goes beyond the physical peace pole.**

Group members will involve themselves by envisioning the creation of the Peace Pole project **AND** signing a **Peace Charter Pledge** (based on the UNESCO Manifesto 2000 Culture of Peace), committing themselves and their group **to live and work in peaceful ways**. This commitment will serve as a reminder of the importance of working together and practicing tolerance to maintain a society free from war and violent conflict. This project will draw community members together in a spirit that lasts well beyond the creation of the physical pole linking them in a common purpose and mission for peace, friendship, and community.

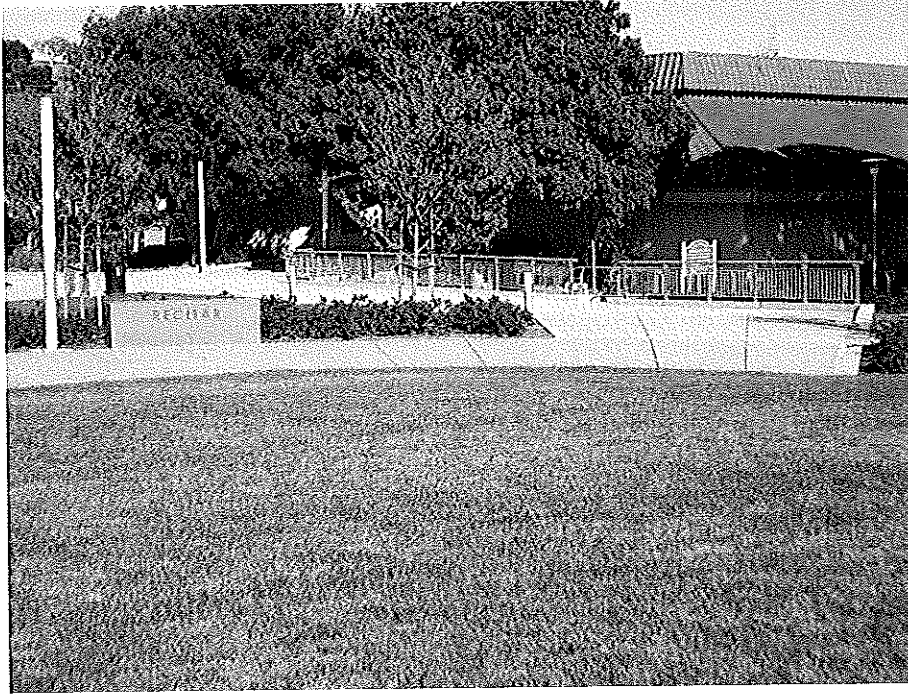
(SEE PEACE CHARTER PLEDGE- A PLEDGE FOR PEACE, AT THE END OF THIS PROPOSAL)

Proposed Location

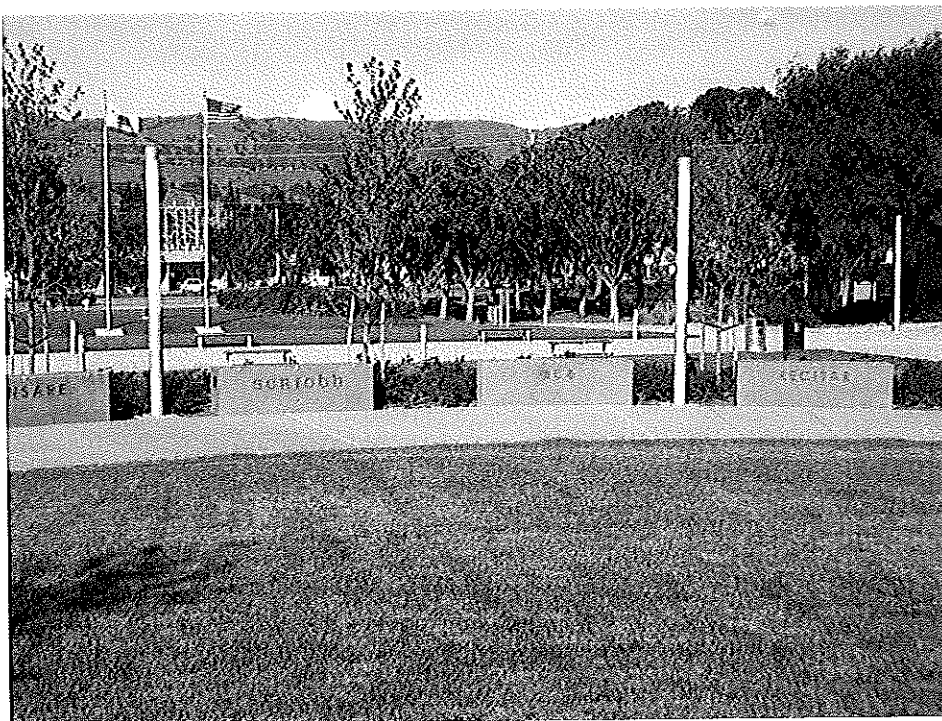
It is essential for the pole to be in a central, public location allowing it to be viewed from all sides in a space with ample room for crowd assembly. Two locations are suggested, both lending capacity to create a strong physical AND visual connection between the sculpture and the community. The Peace Pole will greatly enhance both areas by providing an additional art element that can be enjoyed by onlookers and creating space for personal reflection and

community gatherings. The **first suggested location** is in the center of the circular grass area that is situated near the Morgan Hill Library, the city offices, and the Sister City bench structures (pictures #1, 2, and 3).

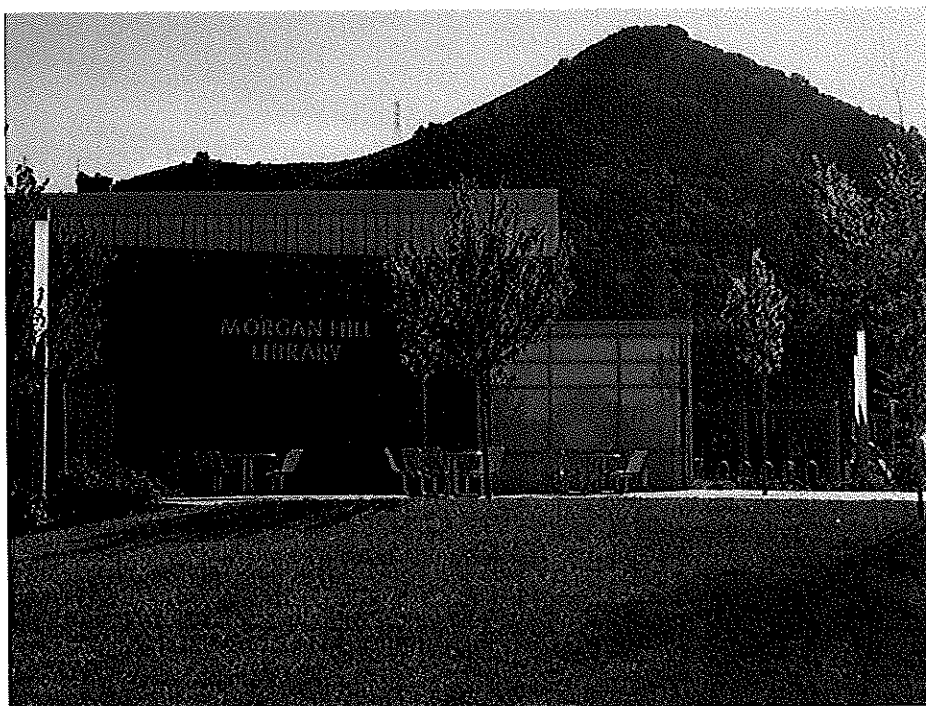
Picture #1- First proposed location near Morgan Hill Library and the City Offices.



Picture #2- First proposed location near Morgan Hill Library and the City Offices.



Picture #3- First proposed location, different angle facing library and El Toro Mountain.

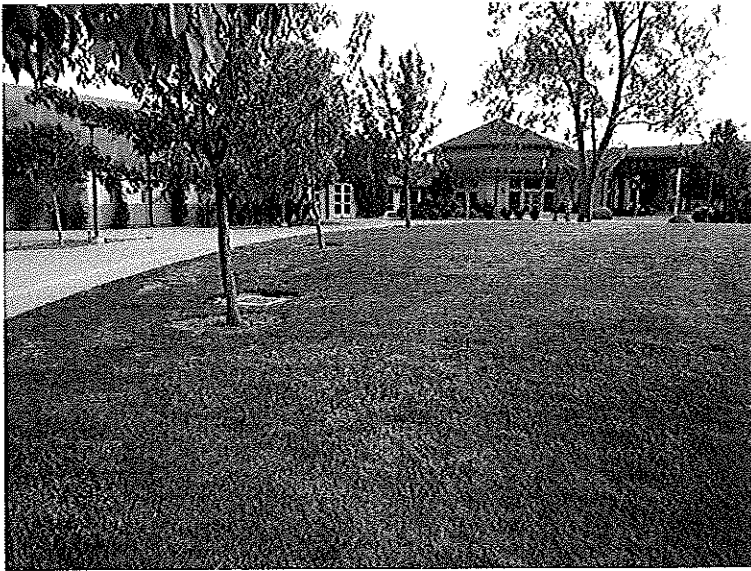


The second suggested location is to place the pole on the large grass area of the Morgan Hill Community and Cultural Center near the amphitheater (pictures #4, 5, and 6).

Picture #4- Second proposed location near M.H. Community & Cultural Center.



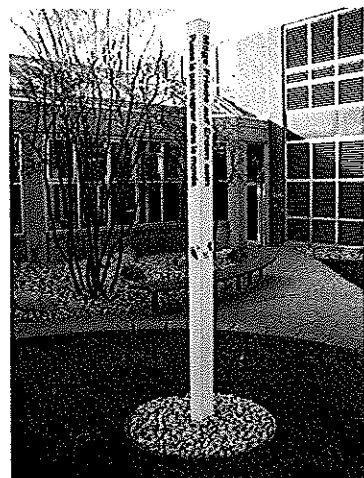
Picture #5- Second proposed location at the Morgan Hill Community & Cultural Center.



Picture #6- Second proposed location of grass area facing the amphitheater.



Example, right, is a peace pole located in the center of a circular landscaped area.



PEACE CHARTER PLEDGE

A PLEDGE FOR PEACE

I pledge
in my daily life,
in my family,
my work,
my community,
my country and
my region, to:

RESPECT ALL LIFE

Respect the life and dignity of each human being without discrimination or prejudice.

REJECT VIOLENCE

Practice active non-violence, rejecting violence in all its forms: physical, sexual, psychological, economical and social, in particular towards the most deprived and vulnerable such as children and adolescents.

SHARE WITH OTHERS

Share my time and material resources in a spirit of generosity to put an end to exclusion, injustice and political and economic oppression.

LISTEN TO UNDERSTAND

Defend freedom of expression and cultural diversity, giving preference always to dialogue and listening without engaging in fanaticism, defamation and the rejection of others.

PRESERVE THE PLANET

Promote consumer behavior that is responsible and development practices that respect all forms of life and preserve the balance of nature on the planet.

REDISCOVER SOLIDARITY

Contribute to the development of my community, with the full participation of women and respect for democratic principles, in order to create together new forms of solidarity.

Signed _____ Date _____

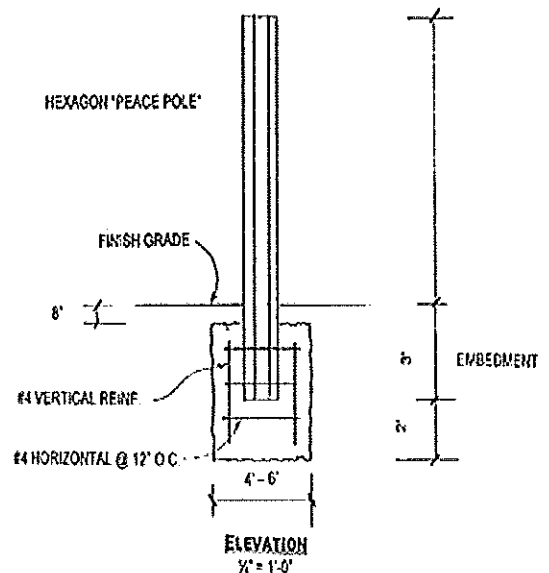
Address _____ City, State, Zip _____

Organization (if any) _____

E-mail _____

Installation

Peace Poles can be “planted” in the ground with or without a cement base. A pole placed **without** cement requires placing 3 feet of the pole underground by digging a 3 foot deep, narrow hole with a posthole digger then filling and tamping the earth around the pole. A pole placed **with** cement requires the same 3 foot deep hole; a rebar frame to secure the pole in a vertical and horizontal position; and ready-mix cement to create a cement foundation (see installation elevation, right).



Materials List

- 1 Peace Pole
- 2 Bags Sakrete (80 lb)
- 1 Length Rebar (#4- 1/2" x 10')

Different Types of Peace Poles

Limestone

Copper

Plaques

Stake

Resin



6-Sided

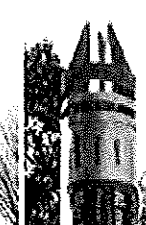
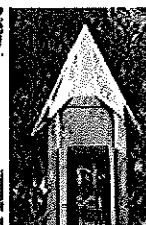
Stainless

Fountain

Stainless

Round

Granite





**LIBRARY, CULTURE AND ARTS COMMISSION
POLICIES and PROCEDURES**

CITY'S PERMANENT ART COLLECTION

The Library, Culture and Arts Commission will review and make recommendations to the City Council regarding all works of art to be acquired by the City, either by purchase, gift or otherwise, and exterior works of art installed in the City on public property.

A. Definition of Permanent Public Art

Permanent public art is that which is installed for one year or more in open and freely accessible areas designated as a public area, lobbies and public assembly areas of City property, or on non-City property if the work is installed or financed, either wholly or in part, with City funds or grants procured by the City..

B. Acquisition Policy – It is the policy of the City to encourage art in public places and to act as the conduit for the purpose of administration of a public art policy.

Acquisition Procedures:

1. All acquisitions as recommended by LCAC shall require review and approval by the City Council.
2. All acquisitions, whether purchased by or gifted to the City, shall require a contract addressing the terms of the acquisition; installation, instructions for maintenance; the manner in which work may be deaccessioned; and copyright, reproduction, and resale issues.
3. Funding for the maintenance must be determined prior to the acquisition.
4. The value of the work shall be agreed upon between the artist and the City.
5. Complete records shall be made and maintained by the staff representative to the Library, Culture and Arts Commission (LCAC) or other City staff as assigned by the Recreation and Community Services Director.

C. Review Policy – It is the policy of the City that all proposed acquisitions or gifts will be reviewed by a committee and that specific criteria be used in the approval process.

Review Procedures:

1. The review committee shall be made up of a member of the LCAC selected by the LCAC, a member of the community-at-large with expertise in public art selected by the LCAC, and a member of the City Staff selected by the City.
 2. All submissions shall include a rendition of the work, a written description of the work including dimensions and material, proposed placement, a maintenance plan, and an estimated value.
 3. The review criteria shall include:
 - a. quality of work
 - b. experience and abilities of the artist
 - c. style and nature
 - d. permanence and technical feasibility
 - e. budget
 - f. diversity
 - g. benefit
 - h. placement & public accessibility
 - i. ongoing maintenance requirements
 - j. public safety and liability
 - k. permanence
 - l. aesthetics/enhance surroundings
 4. A recommendation will be made by the review committee to the LCAC who will, in turn, make a recommendation to the City Council.
- D. Installation Policy** – It is the policy of the City to install works of public art in areas in which they will provide the greatest benefit to the community.

Installation Procedures:

1. When determining the site of installation, the following criteria will be considered:
 - a. public safety
 - b. visibility
 - c. lighting
 - d. traffic patterns
 - e. function of the facility/site
 - f. relationship of the proposed work to pre-existing works on the site
 - g. future development plans for the area
 - h. landscape design
 - i. environmental assessment
 - j. public accessibility
 - k. appropriateness of the physical characteristics of the site
 - l. relationship to the social and cultural identity of the immediate community

2. Installation costs will be the responsibility of the artist or donating party unless otherwise stipulated in the contract.
3. Each artwork shall be identified by a plaque stating the artist's name, artwork title, and the date the artwork was dedicated. The cost and installation of the plaque shall be the responsibility of the artist or donating party unless otherwise stipulated in the contract.

E. Maintenance Policy – It is the policy of the City to keep works of public art in their intended condition through inspection (cursory inspection by City staff and annual inspection by the LCAC) and required maintenance.

Maintenance Procedures:

1. Before public art is accepted by the City there shall be a plan for its maintenance requirements and for the funding thereof.
2. Written instructions from the artist or donor for the proper care and maintenance of each work are required.
3. City staff will perform a cursory inspection of installed works as part of the regular and customary maintenance of the site.
4. LCAC will perform an annual inspection and inventory prior to the end of each fiscal year of all works and provide a written report of findings at a regularly scheduled LCAC meeting. LCAC will advise the City Council on any maintenance issues.

F. Deaccession Policy – It is the policy of the City to maintain its' permanent collection of public art in good condition and in keeping with the historical and cultural values of the community and will deaccession the work if the values are no longer met or if it is determined that maintenance costs are not feasible.

Deaccession Procedures:

1. An agreement regarding the manner in which the work may be deaccessioned shall accompany all acquisitions.
1. Physical evaluations may take place annually by the LCAC and a written report will be prepared by the LCAC and be submitted to Council for every work in the City's collection.
2. The following criteria will be used when determining deaccession of a work of art:
 - a. if the City cannot properly care for or store the work
 - b. if the aesthetic or the historical/cultural value of the work is no longer evident
 - c. if the work demonstrates faults in design or workmanship

- d. if the condition of the artwork requires repair or restoration in excess of the value or in excess of the funds allotted in the acquisition contract or available from the City.
- 3. The City shall dispose of all deaccessioned works in accordance with the terms specified in the acquisition contract or, if no terms are specified, by sale, trade, transfer or destruction. Ethical standards will apply.
- 4. Any and all monies raised from deaccession will be added to the Community Culture & Art Fund and in keeping with the California Resale Royalties Act.

GUIDELINES FOR MAINTAINING PUBLIC ART

The Library, Culture and Arts Commission's Policies and Procedures regarding City's Permanent Art Collection requires annual inspection of the City's public art for maintenance purposes. Following the annual inspection, the LCAC is to advise the City Council on any maintenance issues.

1. The annual inspection and inventory of public art will occur prior to the close of the fiscal year, and preferably in the month of April (See ¶E(4));
2. For any major repair of public art, the LCAC shall report the same to the City Council and seek direction. A major repair is:
 - a. Repair or maintenance the cost of which exceeds the funds available to LCAC in the Art Foundation; or
 - b. A repair that could affect the integrity or visual perception of the work.
3. For routine maintenance, the LCAC shall:
 - a. Ensure that it has on file the recommendations and instructions from the artist for maintenance of the work (See ¶¶B(2)&E(2));
 - b. Where a professional is required for performing maintenance on the public art, the LCAC shall make its best efforts to create a list of qualified professionals who may be contacted to perform said work;
 - c. Where maintenance does not require professional work, the LCAC shall seek volunteers to perform the work;
 - d. Costs of routine maintenance will be paid from the Art Foundation to the extent funds are available and with the approval of the LCAC.